B0153 - Time to Process LOA Actions Metrics Report

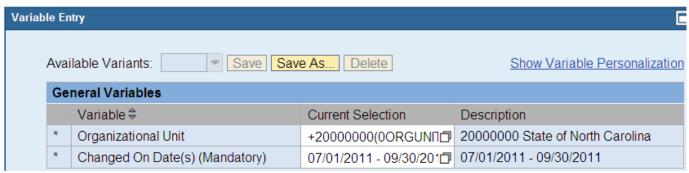
Job Aid located at:

http://www.osc.nc.gov/training/osctd/help/BI_Reporting/Job%20Aids/B0153TimetoProcessLOAActionsBIJobAid.pdf

Goal 3: All LOA are processed within 30 days, avoiding unnecessary costs to the state through incorrect payments.

LOA Processing	LOA Processing	LOA Processing				
All separations processed within 30 days	All separations processed within 59 days	At least one separation processed after 59 days				
Methodology: BI Report compares effective date of employee leave of absence action to the date it was processed to determine whether or not the change was processed retroactively and if so by how many days.						
Why It Matters: Timely processing of LOA is critical to ensure that the state is not erroneously paying employees after they have taken a leave of absence. Recouping funds that have been incorrectly paid can be difficult and often results in an unnecessary cost to the state.						

*Filter On

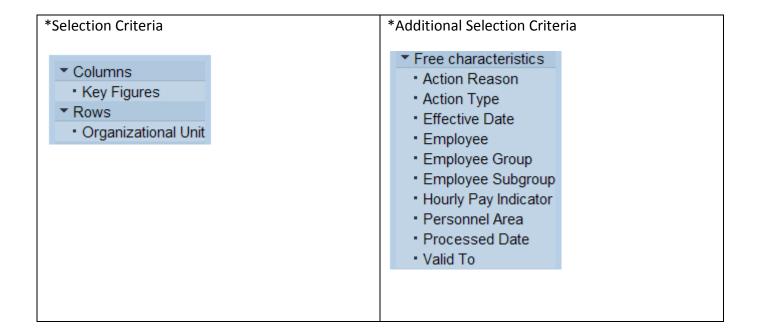


*Standard Report

Organizational Unit \$		Processed \$\(\phi\) On Time	1 - 29 Days ⊜ Retro	30 - 59 Days ⊜ Retro	>59 Days Retro	Total Transactions
2 0000000	State of North Carolina	6	35	9	19	69

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You can use Free Characteristics to add additional data to the report.

- 'Columns' shows the field selections that are displayed on the report.
- 'Free Characteristics' shows the additional field selections that can be dragged and dropped in and out of the report.
- This report lets you view the data based on the time period entered

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Action	Action		
Туре	Reason	Reason Description	
Z3	1	FMLA	
Z3	6	Parental (not FMLA)	
Z3	7	Family Illness Leave	
Z3	8	Extended Illness	
Z3	9	Reserve Active Duty (30 Days)	
Z3	10	Reserve Active Duty (Leave)	
Z 3	11	Reserve Active Duty (Lump Sum)	
Z3	12	WC 7 Day Waiting Period	
Z3	13	WC LOA w/supplement	
Z3	14	WC Leave of Absence	
Z3	15	WC LEO Continuation Pay	
Z3	16	WC NonSwornOff ContinuationPay	
Z3	17	Injury Leave	
Z3	18	Education	
Z3	19	S/T Disability 60 Day w/Period	
Z3	20	Short-Term Disability Regular	
Z3	21	Short-Term Disability Extended	
Z3	22	Short-Term Disability(LumpSum)	
Z3	23	Other	
Z3	24	Emergency Layoff	
Z3	25	Reserve Active Duty	
Z3	26	Short-Term Disability (Leave)	
Z3	27	Extended Military	
Z3	28	Military Care Giver	
Z3	29	Military Training	
Z3	30	Civil Air Patrol	
Z3	31	State Defense Militia Duty	
Z3	32	Long-Term Disability (Leave)	

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